

Addendum #1
Questions and Answers
RFP# 305PUR-DHHRFP-EMSIMTMF-2016

1. Louisiana DHH, BEMS, and partnering agencies routinely meet and exercise plans in order to be properly prepared to respond effectively in disasters. What requirements, if any, are there for the contractor to participate in preparation activities such as general meetings, update meetings, exercises, conferences, and demonstrations? Page 16 specifically states that meetings will be scheduled yet no expectation of number of meetings and locations are indicated.

Answer: There are no expectations for preparation activities such as general meetings, update meetings, exercises, conferences, or demonstrations. The meetings cited on page 16 refer to, “meetings to discuss progress of activities and problems identified.”

2. Louisiana is potentially requesting over 100 professional certified and/or licensed staff in this RFP. Understanding that staff may not have any familiarity with Louisiana response plans, codified rule, or law; what training, if any, is required to ensure smooth resource integration during a major disaster.

Answer: It is up to the contractor to determine what training is necessary specific to Louisiana response plans, rules, or law.

3. Page 3 of the RFP defines and EMT as one who “holds an unencumbered, active certification with the National Registry of Emergency Medical Technicians and is currently licensed by BEMS. Please clarify whether or not other state EMT certifications will be recognized.

Answer: Louisiana Revised Statutes require anyone practicing as an EMS Practitioner in Louisiana be licensed by the Louisiana Bureau of EMS. Licenses issued by other states are not recognized as a license to practice in Louisiana.

4. The glossary defines EMT but fails to define Nurse although both staff are requested. Please define the term nurse and the associated credentials needed to fill the role of nurse per the RFP.

Answer: In this RFP, “Nurse” means an individual holding a current, valid license to practice as a Registered Nurse in Louisiana in accordance with the rules and regulations established by the Louisiana State Board of Nursing.
<http://www.lsbns.state.la.us/Licensure,Renewals/Applications.aspx>

5. Please clarify language used in item H under Scope of Work. Our company routinely purchases and or uses software and other tools to make our business more effective. These tools are rarely intended or used for one client or one project. Is it the intent of

BEMS to lay legal claim to any and all purchased tools used to assist in the provision of service under this contract?

Answer: No. The intention is that any platform a vendor utilizes to operate within this contract must be available to the Department.

6. Regarding deliverable 1, page 9 indicates that the IMT “must have a current qualification/certification in the post for which they are assigned through their home State Certifying Official.” Understanding that many states do NOT have a State Certifying Official, we request clarification regarding the use of IMT personnel who have completed courses complying with the AHIMTA and or the NWCG who are certified by their employing agency and or company.

Answer: The home State Certifying Official could be any individual who authorizes and qualifies an individual through IMT credentials. Course completion is not the only requirement for qualification. Individuals must have completed task books as specified through AHIMTA or NWCG and those must be verified through the home State Certifying Official and comply with all other requirements stipulated through the AHIMTA IIMTQS or the NWCG.

7. Page 26 under the evaluation and selection criteria lists corporate experience as the lowest importance of all evaluation criteria. Typically corporate experience in large scale management of disaster response assets is one of the most important criteria for evaluation. Please clarify whether corporate experience and financial solvency are intentionally rated the lowest importance or if this is an uncorrected error.

Answer: Corporate experience is rated correctly.

8. The cost template accounts for only mobilization and demobilization costs. Please clarify the preferred method of accounting for mobile personnel which may need to change location after initial mobilization or situations that require travel to and from work site from billeting site.

Answer: Transportation costs can be submitted for reimbursement in accordance with PPM 49 guidance.

9. Will BEMS be providing billeting site/locations?

Answer: No, BEMS will not provide billet sites/locations for contractors.

10. Please define and clarify the term “self sustaining.”

Answer: “Self sustaining” signifies the ability to live and provide mission tasks without running water, electricity and/or gas, telephones, or supply assistance for a period of 72 hours.

11. How should proposals be directed on May 6th with the personnel changes at BEMS?

Answer: Proposals should be address to the RFP coordinator. If this point of contact should change, an addendum will be posted.

12. Will there be any Readiness grant funding available for either Deliverable?

Answer: No

13. How soon will invoices be paid following submission?

Answer: Payment of invoices is determined by the Office of State Procurement.

14. On Page 3, Definitions

“EMT or Emergency Medical Technician: An individual who has successfully completed an accredited emergency medical technician training program approved by a state EMS regulatory agency and currently holds an unencumbered, active certification with the National Registry of Emergency Medical Technicians (NREMT) and is currently licensed by BEMS. The levels of EMT are: (1) Emergency Medical Technician; (2) Advanced EMT; and (3) Paramedic.”

Will Louisiana accept personnel certified in their home state in lieu of National Registry and licensure by BEMS in accordance with the wording on Page 11 Deliverable 2, Staffing Requirements?

Answer: Louisiana Revised Statutes require anyone practicing as an EMS Practitioner in Louisiana to be licensed by the Louisiana Bureau of EMS. Licenses issued by other states are not recognized as a license to practice in Louisiana.

15. Can Louisiana provide examples of situations other than hurricanes when Deliverable 1 teams might be activated?

Answer: The Bureau of EMS is requesting response resources for all types of hazards, which may include but are not limited to natural hazards, Chemical, Biological, Radiological, Nuclear, and Explosives.

16. On Page 9, Deliverable 1, Team Availability

“All teams are to be available and in-service for one operational period per day, seven days a week, up to 14 days.”

Is mobilization/demobilization travel time included in the 14 days?

Answer: Yes

17. On Page 9, Deliverable 1, Team Availability, Number of Potential Responding Teams, Requirements

“Operations will likely be staffed 24 hours per day, so 2 teams will be needed for each mission assignment.”

“BEMS may request between 1 team and 6 teams.”

“Each team must be comprised of individuals to serve in the following minimum positions (15 personnel per team)”

Is Louisiana's intent to actually activate at least two teams of 15 to allow for 24 hour operations?

Answer: Yes.

18. Would the maximum requested number of teams be 6, or would it actually be 12?

Answer: The max is 6 teams.

19. On Page 9, Deliverable 1, Requirements

"All teams must be self-sustaining."

What are Louisiana's expectations regarding a team being self-sustaining?

"Teams may be supplementing gaps in other teams, they may be working as an independent team, and individuals may serve in non-command positions when needed."

Answer: "Self sustaining" signifies the ability to live and provide mission tasks without running water, electricity and/or gas, telephones, or supply assistance for a period of 72 hours.

20. If Louisiana intends for self-sustainment to include all transportation, can Louisiana be more specific with regard to how far apart team members may be assigned so that potential contractors can plan for providing transportation to meet such needs?

Answer: Teams/Individual resources may be assigned anywhere in the State of Louisiana.

21. On Page 10, Deliverable 1, Payment & Cost

"Any cost associated with travel, including vehicle use costs, will be reimbursed as a flat rate under the mobilization cost and demobilization cost section of Attachment V."

Is Louisiana intending for transportation costs during deployment between billeting and on-duty locations to be included in mobilization/demobilization costs or in the daily total direct cost?

Answer: Daily total direct cost.

22. Can Louisiana provide examples of situations other than hurricanes when Medical Task Force teams might be activated?

Answer: The Bureau of EMS is requesting response resources for all types of hazards, which may include but are not limited to natural hazards, Chemical, Biological, Radiological, Nuclear, and Explosives.

23. Is Louisiana intending for the Medical Task Force to be All-hazards capable?

Answer: Yes

24. Will the Medical Task Force have access to any Louisiana-owned equipment such as a disaster mass casualty trailer?

Answer: Yes.

25. On Page 11, Deliverable 2, Team Availability

“All teams are to be available and in-service for one operational period per day, seven days a week, up to 14 days.”

Is mobilization/demobilization travel time included in the 14 days?

Answer: Yes.

26. On Page 11, Deliverable 2, Number of Potential Responding Teams

“Up to 1 MTF with 2 MTF Commanders and 10 Triage Strike Teams may be requested.”

Is the intention to divide the MTF into two teams of five Triage Strike Teams plus one Task Force Commander to allow for rotating shifts, 16 personnel per shift/team, with a total of 32 personnel for the entire MTF?

Answer: Yes.

27. Is there a possibility that the two teams of 16 personnel could be assigned to different locations during the same operational period?

Answer: No.

28. On Page 11, Deliverable 2, Team Availability

“All teams are to be available and in-service for one operational period per day, seven days a week, up to 14 days.”

Does Louisiana intend to activate the MTF for duty during pre-storm evacuations during hurricanes?

Answer: Yes .

29. Will Louisiana allow for the two teams to rotate shifts every 8 hours if they are engaged in more strenuous duty?

Answer: Yes.

30. On Page 11, Deliverable 2, Requirements

“All teams must be self-sustaining.”

What is Louisiana’s definition of self-sustaining for a Medical Task Force? (Lodging, food, water, fuel, medical supplies)

Answer: “Self sustaining” signifies the ability to live and provide mission tasks without running water, electricity and/or gas, telephones, or supply assistance for a period of 72 hours.

31. Will there be any possibility of resupply from Louisiana during a 7-14 day deployment?

Answer: The contractor should have the ability to self-resupply. However, if resources are not commercially available, but available to the State, the contractor will be permitted to request resupply from the State, however the contractor will be billed for any supplies obtained.

32. On Page 11, Deliverable 2, Requirements, Triage Strike Team Leader
“Must have successfully completed IMT Position Specific Training E0985 or
TEEX Ambulance Strike Team Leader Course”

Will Louisiana accept any other leadership training courses to meet this requirement such as an
ASTL course that follows the curriculum of the TEEX course and is taught by EMS
instructors who have the TEEX ASTL certification but aren't TEEX instructors?

Answer: Yes, equivalent courses are acceptable; the burden of proof is on the contractor to
fully demonstrate equivalency in the proposal.

33. On Page 12, Deliverable 2, Payment & Cost

“Any cost associated with travel, including vehicle use costs, will be reimbursed as a flat rate
under the mobilization cost and demobilization cost section of Attachment V.”

Is Louisiana intending for transportation costs during deployment between billeting and on-duty
locations to be included in mobilization/demobilization costs or in the daily total direct
cost?

Answer: Daily total direct cost.

34. On Page 12, Reporting & Page 13, Liquidated Damages

“The Contractor's personnel shall provide a summary report of their missions to their Medical
Task Force Commander for each operational period as prescribed by BEMS. The
Medical Task Force Commander will turn in these reports to the Documentation Unit
Leader at the end of each operational period.”

“Late submission of any required report - \$50 per working day, per report.”

Will allowances be made under the reporting requirements for any contractor personnel
assigned to remote areas without the ability to turn in reports at the end of an operational
period?

Answer: It will be up to the supervisory staff during an incident to determine how reports can
be submitted. This will be contingent on the type of incident and availability of platforms for
submission.

35. On Page 15, Insurance Requirements, Licensed and Non-Licensed Motor Vehicles

Can this requirement be waived if the only mode of transportation used is via charter bus, the
contractor provides proof of insurance from the charter bus operator, and the contractor
does not own or rent any other vehicles?

Answer: The contractor will be responsible for ensuring any subcontractors are in compliance
with the insurance requirements.